Council on Technology Services
Privacy, Security & Access Work Group
March 7, 2000

Present: Mike O'Neil, DSS; Jim Adams, DIT; John Breeden, LVA; Rick Fowler, DSS; Dan Galloway, SCC; Carrie Gillotte, GMU; Bernie Hill, DOC; Virgil Kopf, DGIF; Peggy Maupin, DGS; Andy Poarch, DIT; Paul Bucher for Murali Rao, VDOT; Murray Rosenberg, DTP; Ernie Steidle, DRS; Teresa Thomas, APA; Shirley Payne, UVA (new member); John Krallman, VT, replacing Pat Jackson

Absent: Darrell Gasaway, DJJ; John Palese, DSS; Bill Russell, IST; Lewis Vass, VSP

The March 7, 2000 COT's, Privacy, Security & Access (PSA) Work Group meeting was held at the Department of Motor Vehicles. Minutes from the meeting held February 1, 2000 were approved as presented.

1. Virtual Private Networks, presentation by GTE Account Manager Helen Franko and Internet Security Specialist Paul Misner. The presentation was both visual and verbal concluding with a Q&A period.

2. Web-browser Plug-in to Improve Access presentation by Adobe Government Account Managers Beverly Wilson and Ken Wylie. Mr. Wylie gave an overview of Adobe products aimed at providing improved web access for persons with impaired vision. A short Q&A period was held.

3. Draft DPT Internet Policy. Mike announced the PSA comments in the draft DPT policy had been submitted to DPT. These will be incorporated with other submissions and will be sent back out in April for final comments.

4. ITRM Security Standard 95-1, Information and Technology Security (new title). Jim and Mike led a discussion of the revised document. More time will be allowed at the April meeting for committee discussions.

   ACTION: Members were requested to submit comments on the revised document to Jim or Mike. Mike will mail the latest version to the committee.

5. Potential Use of Standard Audit Guides. Rick Fowler gave a verbal presentation of the Standard Audit Guides. Control standards exist that the PSA group should be aware of and should consider in addressing information/technology security issues. One of the standards, Control Objectives for Net Centric Technology, is particularly applicable in that it addresses risks and controls in data, networking, system development/maintenance, operation, and cost. Specific guidance is provided for management processes of object security, network security, and protective security during program development, maintenance, and operations.

6. <u>Privacy Statements for State Websites,</u> will be the discussed at the next meeting. John Krallman volunteered to provide Virginia Tech's draft policy for consideration.

   ACTION: John Krallman will send to Mike a copy of VT's privacy statement who will distribute it to the other members of the workgroup.

ANNOUNCEMENTS:

- UVA Digital Education Day March 15-inquiries should be forwarded to Cheryl Clark. Also, there is a website for the conference at <u>http://www.cots.state.va.us/dsi/</u>
- EO51 Workshop February 18 was attended by 80% of executive branch. Follow-up session is April 14
- Next scheduled PSA Meeting: Tuesday, April 4, 2000 1-3 p.m. DMV Richmond HQ, Room 702, 2300 West Broad Street